

# NOTICE ASSIGNMENT CONTROL SHEET

LOG CONTROL NUMBER: 137

ANALYST

ASSIGNED: HYLER

ACTION: AN

TITLE: READY FOR COLLEGE: ADULT EDUCATION  
TRANSITIONS PROGRAM

RECEIVED: 5/11/07

DATE ASSIGNED: 5/11/07

DATE DUE: 5/17/07

ANALYST SIGNATURE:

COMPLETION DATE:

FINAL APPROVAL:

DATE:

OMB NO:

REG PART:

5/11/07

~~Not approved~~ - No IC in place  
notified DRST PD contact

James Hyl

approved 8/14/07  
as OMB cleared IC

Angela Livingston

8-14-07

1830-0565

84.191A

## Rudolph, Kim

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**From:** Hyler, James  
**Sent:** Friday, May 11, 2007 4:49 PM  
**To:** Hoosier-Nickerson, Debra  
**Cc:** Lord, Ursula; Miller, Daniel; Rudolph, Kim; Arrington, Angela; McFadden, Elizabeth  
**Subject:** RE: Request for Clearance - OVAE NIA-Ready for College: Adult Education Transitions Program

Debra: RIMS is unable to approve this application notice as apparently there is no OMB-approved information collection (IC) in place allowing collection of this data under the PRA.

Ms. Lord or someone from OVAE will need to contact us about obtaining OMB approval of the needed IC.

I can be reached at 245-6604.

Many Thanks! James

-----Original Message-----

From: Hoosier-Nickerson, Debra  
Sent: Friday, May 11, 2007 2:25 PM  
To: Faulkner, Janice; Jeffrey, Scott; Tada, Wendy; Woodsome, James; Snyder, Martha; Cubarrubia, Archie; Henderson, Carrie; Rosenfelt, Phil; McFadden, Elizabeth; Freid, Steve; Higgins, Shannan; McGrath, Jack; Dorfman, Cynthia; Knight, Pat; Esters, Lorenzo; Cogdill, David; Rudolph, Kim; Holloway, Michael; Rodriguez, Blanca; Howard, Khriss; Foster, Richard; Howard, Pat; Menon, Shayam; Bergeron, David; Baker, Jeff; March, Greg; Payer, Elizabeth; Stevens, Sharon; Hyler, James; Smith, Richard; Boucher, Richard  
Cc: Mason, John; Lord, Ursula; Jung, Britt; Harding, Natasha; Coro, Christopher; DeMaio, Diane  
Subject: Request for Clearance - OVAE NIA-Ready for College: Adult Education Transitions Program

Attached for your review is the Notice Inviting Applications for OVAE-Ready for College: Adult Education Transitions Program. Please send your comments and/or concurrences to Debra Hoosier-Nickerson in Rm 6E251 or via e-mail by C.O.B. Thursday, May 17, 2007. Thank you.

Debra H. Nickerson  
Regulations Coordinator  
U.S. Department of Education  
400 Maryland Avenue S.W.  
Washington, DC 20202  
Ph: (202) 401-6267  
Fax: (202) 260-5085

Email: Debra.Hoosier-Nickerson@ed.gov

## Rudolph, Kim

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**From:** Hoosier-Nickerson, Debra  
**Sent:** Friday, May 11, 2007 2:25 PM  
**To:** Faulkner, Janice; Jeffrey, Scott; Tada, Wendy; Woodsome, James; Snyder, Martha; Cubarrubia, Archie; Henderson, Carrie; Rosenfelt, Phil; McFadden, Elizabeth; Freid, Steve; Higgins, Shannan; McGrath, Jack; Dorfman, Cynthia; Knight, Pat; Esters, Lorenzo; Cogdill, David; Rudolph, Kim; Holloway, Michael; Rodriguez, Blanca; Howard, Khriss; Foster, Richard; Howard, Pat; Menon, Shayam; Bergeron, David; Baker, Jeff; March, Greg; Payer, Elizabeth; Stevens, Sharon; Hyler, James; Smith, Richard; Boucher, Richard  
**Cc:** Mason, John; Lord, Ursula; Jung, Britt; Harding, Natasha; Coro, Christopher; DeMaio, Diane  
**Subject:** Request for Clearance - OVAE NIA-Ready for College: Adult Education Transitions Program

*Pat Miller*



OVAE-NIA RFC  
AETP.doc



OVAE RFC AETP  
Clearance Sheet....

Attached for your review is the Notice Inviting Applications for OVAE-Ready for College: Adult Education Transitions Program. Please send your comments and/or concurrences to Debra Hoosier-Nickerson in Rm 6E251 or via e-mail by C.O.B. Thursday, May 17, 2007. Thank you.

Debra H. Nickerson  
Regulations Coordinator  
U.S. Department of Education  
400 Maryland Avenue S.W.  
Washington, DC 20202  
Ph: (202) 401-6267  
Fax: (202) 260-5085

Email: Debra.Hoosier-Nickerson@ed.gov

**REGULATIONS CLEARANCE SHEET  
OFFICE OF THE GENERAL COUNSEL  
DIVISION OF REGULATORY SERVICES (DRS)**

**DRAFT NO.:**        1

**DATE:** May 11, 2007

Please review the attached document, check the appropriate box below, sign, and return with your comments, if any, to Room. 6E251 or e-mail your response and any comments to Debra Hoosier-Nickerson. Your response is due by May 17, 2007.

**Office of the Secretary**

[X] Ex. Sec., Sharon Stevens, 7C100  
[X] Janice Faulkner, 7W223

**Office of the Deputy Secretary**

[X] Scott Jeffrey, 7W316  
cc: Wendy Tada

**Office of Planning, Evaluation & Policy Development**

[X] James Woodsome, 5E325  
[X] Martha Snyder, 5E339  
[X] Budget Service (Britt Jung)

**Office of the Under Secretary**

[X] Archie Cubarrubia, 7E319  
[X] Carrie Henderson, 7E313

**Office of the General Counsel**

Deputy General Counsels, Rm. 6E300  
[X] P. Rosenfelt, 6E337  
[ ] J. Taylor, E339

**Assistant General Counsels**

[X] E. McPadden, 6E217  
[X] S. Freid, 6E326  
[ ] H. Jenkins, 6E203  
[ ] S. Craig, 6E304

**Deputy Assistant General Counsel**

[X] S. Higgins, 6C135

**Program Attorney**

[X] John Mason

**Legislation & Congressional Affairs**

[X] Jack McGrath, 6W332

**Office of Communications and Outreach**

[X] Intergovernmental Affairs  
Cynthia Dorfman, 5E310

**Innovation and Improvement**

[X] Pat Knight, 4W207

**Elementary and Secondary Education**

[X] Lorenzo Esters, 3W332

**Office of Management**

[X] David Cogdill, 2W225  
[X] Kim Rudolph, 9152 PCP  
cc: Angela Arrington  
cc: James Hyler  
cc: Kate Mullan  
[ ] Dianne Novick, RIMS {Send only SORs}

**Chief Financial Officer & Chief Information Officer**

[X] Michael Holloway, 4E231  
[X] Blanca Rodriguez, Charlesetta Griffin  
cc: Natasha Harding, GPOS, 3652 ROB-3\*  
[ ] Khrriss Howard, 4E320

**Office for Civil Rights**

[X] Richard Foster, 6098 PCP

**Office of the Inspector General**

[X] Pat Howard, 8058 PCP

**Faith-based and Community Initiative**

[X] Shayam Menon, 410M CP  
[X] Richard Boucher

**Postsecondary Education**

[X] David Bergeron,  
1990 K Street, NW, 8074

**Federal Student Aid**

[X] Jeff Baker, Union Center Plaza  
830 First Street, NE, 093G33

**English Language Acquisition**

[X] Richard Smith,

**Special Education & Rehabilitative Services**

[X] Greg March, 5053 PCP

**Institute of Education Sciences**

[X] Elizabeth Payer, 602C CP

**Program Contact: Ursula Lord**

**CHECK ONE**

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved subject to minor changes	<input type="checkbox"/> Not approved—see comments
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**TYPE AND TITLE OF DOCUMENT:** Notice Inviting Applications-OVAE-Ready for College Adult Education Transitions Program

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**COMMENTS:**

4000-01-U

DEPARTMENT OF EDUCATION

Office of Vocational and Adult Education Ready for College:

Adult Education Transitions Program

Notice inviting applications for new awards for fiscal year  
(FY) 2006.

Catalog of Federal Domestic Assistance (CFDA) Number: 84.191A

Dates:

Applications Available: [INSERT DATE OF PUBLICATION IN THE  
FEDERAL REGISTER]

Deadline for Notice of Intent to Apply: [INSERT DATE 10 DAYS  
AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]

Deadline for Transmittal of Applications: [INSERT DATE 30 DAYS  
AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]

Deadline for Intergovernmental Review: [INSERT DATE 60 DAYS  
AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]

Full Text of Announcement

I. Funding Opportunity Description

Purpose of the Program: Section 243 of the Adult Education and  
Family Literacy Act (Act) authorizes the Secretary to establish  
and carry out a program of national leadership activities to  
enhance the quality of adult education and literacy programs  
nationwide. Under the authority of section 243 of the Act, the  
Secretary plans to support State and local efforts to increase

the rate at which adults, aged 18 to 24, successfully complete Adult Secondary Education (ASE) and transition to postsecondary education.

### Background Information

The President's American Competitiveness Initiative (ACI) acknowledges that a high school diploma or equivalency diploma is no longer adequate for 21<sup>st</sup> century workforce demands and that the bedrock of America's competitiveness is a well-educated and skilled workforce. Some form of postsecondary education and training is now critical for workers to succeed in the new global economy. Yet, in 2004, one in five 18-24 year-olds had not yet completed high school. While about half of the students who leave school early eventually obtain a credential, millions are left with no credential at all. Further, an estimated 3.8 million youth between the ages of 18 and 24 are neither employed nor in school. Young adults with low levels of literacy and educational attainment also have a lower chance of escaping unemployment. And those who do become employed are often limited to low wage jobs. For ACI to succeed, America needs to focus on ways to help more out-of-school youth obtain high school level equivalency diplomas and transition successfully to postsecondary education.

Many State and local agencies have developed a variety of interventions designed to re-engage out-of-school youth and assist them with the completion of both a high-school equivalency credential and a postsecondary certificate or degree. While the Department is generally aware of these efforts, there is little documentation of either their specific composition or effectiveness. More importantly, little investigation has been conducted on why a particular practice has positive results with out-of-school youth.

This competition is the first of several activities the Department anticipates to assist States in improving the quality of adult secondary education and building capacity to more effectively increase the transition of out-of-school youth to postsecondary education. By documenting the existing instructional practices of State and local agencies, we will be better able to identify models for other States to adopt as well as plan "next steps" for improving the quality of adult education services so that more adults become "college ready" and able to transition to postsecondary education.

#### Required Project Activities

An application under this competition must propose a model demonstration project that identifies and documents practices that improve ASE and that facilitate the

effective transition of out-of-school youth to postsecondary education. The demonstration project must:

(a) Identify and demonstrate instructional strategies--program structures (e.g., scheduling, educational counseling, supportive services for students, professional development for staff), enhanced curricula, linkages with postsecondary education, additional adult-oriented resources--in an existing local adult education program that improve ASE students to transition to postsecondary education;

(b) Identify and demonstrate instructional strategies in existing local adult education programs that need to be strengthened, enhanced, or expanded in order to improve ASE so that the number of adults who are ready for and actually transition to postsecondary education increases.

(c) Engage the eligible agency under AEFLA in the State in which the project will operate, in planning, developing, and implementing the project.

(d) In at least four sites within a State, assist eligible providers under the Act to--

(1) Demonstrate and document the instructional strategies used to improve ASE programs and to facilitate transition to postsecondary education. The instructional



practices must currently be in use in the local ASE program;

(2) Further develop, enhance, document, and gather data on instructional strategies that improve ASE and facilitate transition to postsecondary education;

(3) Align ASE content standards or curricula or both, with postsecondary education entrance requirements;

(4) Offer opportunities for adults to participate in course work that is coordinated with postsecondary institutions.

(e) Use an independent evaluator to gather data that provide evidence that supports a determination that the project's instructional strategies or program structures or both actually--

(1) Enhance learning for out-of-school youth;

(2) Improve ASE programs;

(3) Improve States' capacity to more effectively increase the transition of out-of-school youth to postsecondary education; and

(4) Result in or contribute to measurable college readiness of students, including a description of the standard the project used for defining college readiness.

(f) Package for dissemination, a description of the instructional practices demonstrated by the project,

including documentation, to the extent possible, of their effectiveness in improving ASE and facilitating the transition of out-of-school youth to postsecondary education.

(g) At the conclusion of the project, recommend the next steps necessary to prove the effectiveness of the instructional strategies demonstrated in the project.

Priority:

We are establishing the following priority for the FY 2006 grant competition and any subsequent year in which we make awards from the list of unfunded applicants from this competition, in accordance with section 437(d)(1) of the General Education Provisions Act (GEPA), 20 U.S.C. 1232(d)(1).

Competitive Preference Priorities: The priority for this competition is a competitive preference priority. Under 34 CFR 75.105(c)(2)(i), we award each application up to an additional 20 points depending on how well the application meets the priority. The points awarded are in addition to any points the application earns under the selection criteria for this competition, provided elsewhere in this notice.

The priority is:

Projects that are designed to support a consortium of local and State adult education providers working to enhance and expand services to ASE students in order to positively impact statewide programming in adult education that will improve transition to postsecondary education.

#### Definitions

The definitions in section 203 of the Act apply to this competition. (20 U.S.C. 9202)

Waiver of Proposed Rulemaking: Under the Administrative Procedure Act (5 U.S.C. 553), the Department generally offers interested parties the opportunity to comment on proposed non-statutory requirements, definitions, and selection criteria. Section 437(d)(1) of GEPA, however, allows the Secretary to exempt from rulemaking requirements, non-statutory requirements, definitions, and selection criteria governing the first grant competition under a new or substantially revised program authority. This is the first grant competition under section 243 of the Act and, therefore, qualifies for this exemption. In order to ensure timely grant awards, the Secretary has decided to forgo public comment on the non-statutory requirements, definitions, and selection criteria under the authority of section 437(d)(1) of GEPA. These non-

statutory requirements and selection criteria will apply to the FY 2006 competition only.

Program Authority: Adult Education and Family Literacy

Act, 20 U.S.C. 9201 et seq. Applicable Regulations: The Education Department General Administrative Regulations (EDGAR) in 34 CFR parts 74, 75, 76, 77, 79, 80, 81, 82, 84, 85, 86, 97, 98, 99.

Note: The regulations in 34 CFR part 86 apply to the institutions of higher education only.

## II. Award Information

Type of Award: Discretionary grants.

Estimated Available Funds: \$2,000,000

Estimated Range of Awards: \$400,000 to \$500,000

Estimated Average Size of Awards: \$450,000

Estimated Number of Awards: 4 to 6

Note: The Department is not bound by any estimates in this notice.

Project Period: Up to 12 months.

## III. Eligibility Information

1. Eligible Applicants: The following entities are eligible for a grant:

- (a) A State educational agency.
- (b) A local educational agency.
- (c) A postsecondary educational institution.
- (d) An institution of higher education.

(e) Other public and private agencies, organizations, and institutions.

(f) A consortium of eligible applicants. Eligible applicants seeking to apply as a consortium must comply with the regulations in 34 CFR 75.127-75.129, which address group applications.

2. Other: Supplementary Information. The Department of Education anticipates that the entire project will yield at least 16 local demonstration sites in at least four States. Grantees must describe how the project will be coordinated with similar or related efforts, and with other appropriate community, State, and Federal resources so that the project results in system change or improvement.

#### IV. Application and Submission Information

1. Address to Request Application Package: Karen Lee, U.S. Department of Education, 400 Maryland Avenue, SW, Room 11047, Potomac Center Plaza, Washington, DC 20202-7240. Telephone: (202) 245-7720, or by e-mail: [karen.lee@ed.gov](mailto:karen.lee@ed.gov)

If you use a telecommunications device for the deaf (TDD), call the Federal Relay Service (FRS), toll free, at 1-800-877-8339.

Individuals with disabilities may obtain a copy of the application package in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) by

contacting the program contact person listed in this section.

2. Content and Form of Application Submission:

Requirements concerning the content of an application, together with the forms you must submit, are in the application package for this competition available at [www.Grants.gov](http://www.Grants.gov).

3. Notice of Intent to Apply: The Department will be able to develop a more efficient process for reviewing grant applications if it has a better understanding of the number of entities that intend to apply for funding under this competition. Therefore, the Secretary strongly encourages each potential applicant to notify the Department by sending a short e-mail message indicating the applicant's intent to submit an application for funding. The e-mail does not need to include information regarding the content of the proposed application, only the applicant's intent to submit it. This e-mail notification should be sent to Diane DeMaio at: [diane.demaio@ed.gov](mailto:diane.demaio@ed.gov) 10 days after the publication of this notice.

We will consider an application submitted by the deadline date for transmittal of applications, even if the applicant did not provide us notice of its intent to apply.

- Page Limit: The application narrative (Part III of the application) is where the applicant addresses the selection criteria that reviewers use to evaluate your application. You must limit Part III to the equivalent of no more than 25 pages using the following standards:

- A "page" is 8.5 x 11, on one side only, with 1" margins at the top, bottom, and both sides. Double space (no more than three lines per vertical inch) all text in the application narrative, including titles, headings, footnotes, quotations, references, and captions, as well as all text in charts, tables, figures, and graphs.

- Use a font that is 12 point, double-spaced.

The page limit does not apply to Part I, the cover sheet; Part II, the budget section, including the narrative budget justification; Part IV, the assurances and certifications; or the one page abstract, the resumes, or the letters of support. However, the page limit does apply to all of the application narrative section (Part III).

We will reject your application if:

- You do not apply these standards and exceed the page limit.

### 3. Submission Dates and Times:

Applications Available: [INSERT DATE OF PUBLICATION IN THE FEDERAL REGISTER]

Deadline for Notice of Intent to Apply: [INSERT DATE 10 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]  
Deadline for Transmittal of Applications: [INSERT DATE: 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]

Applications for grants under this competition may be submitted electronically using the Grants.gov Apply site (Grants.gov) or in paper format by mail or hand delivery. For information (including dates and times) about how to submit your application electronically, or in paper format by mail or hand delivery, please refer to section IV.6. Other Submission Requirements in this notice.

We do not consider an application that does not comply with the deadline requirements.

Individuals with disabilities who need an accommodation or auxiliary aid in connection with the application process should contact the person listed under For Further Information Contact in section VII in this notice. If the Department provides an accommodation or auxiliary aid to an individual with disability in connection with the application process, the individual's application remains subject to all other requirements and limitations in this notice.

4. Intergovernmental Review: This program is subject to Executive Order 12372 and the regulations in 34 CFR part



79. Information about Intergovernmental Review of Federal Programs under Executive Order 12372 is in the application package for this competition.

5. Funding Restrictions: We reference funding restrictions in the Applicable Regulations section in this notice.

6. Other Submission Requirements: Applications for grants under this competition may be submitted electronically or in paper format by mail or hand delivery.

a. Electronic Submission of Applications.

To comply with the President's Management Agenda, we are participating as a partner in the Government-wide Grants.gov Apply site. Ready for College: Adult Education Transitions, CFDA Number 84.191A, is included in this project. We request your participation in Grants.gov.

If you choose to submit your application electronically, you must use the Government-wide Grants.gov Apply site at <http://www.Grants.gov>. Through this site, you will be able to download a copy of the application package, complete it offline, and then upload and submit your application. You may not e-mail an electronic copy of a grant application to us.

You may access the electronic grant application for the Ready for College: Adult Education Transitions Program

at <http://www.Grants.gov/>. You must search for the downloadable application package for this by the CFDA number. Do not include the CFDA number's alpha suffix in your search (e.g., search for 84.191, not 84.191A).

Please note the following:

- Your participation in Grants.gov is voluntary.
- When you enter the Grants.gov site, you will find information about submitting an application electronically through the site, as well as the hours of operation.
- Applications received by Grants.gov are date and time stamped. Your application must be fully uploaded and submitted, and must be date and time stamped by the Grants.gov system no later than 4:30 p.m., Washington, DC time, on the application deadline date. Except as otherwise noted in this section, we will not consider your application if it is date and time stamped by the Grants.gov system later than 4:30 p.m., Washington, DC time, on the application deadline date. When we retrieve an application from Grants.gov, we will notify you if we are rejecting your application because it was date and time stamped by the Grants.gov system after 4:30 p.m., Washington, DC time, on the application deadline date.

The amount of time it can take to upload an application will vary depending on a variety of factors, including the

size of the application and the speed of your Internet connection. Therefore, we strongly recommended that you do not wait until the application deadline date to begin the submission process through Grants.gov.

You should review and follow the Education Submission Procedures for submitting an application through Grants.gov that are included in the application package for this competition to ensure that you submit your application in a timely manner to the Grants.gov system. You can also find the Education Submission Procedures pertaining to Grants.gov at <http://e-Grants.ed.gov/help/GrantsgovSubmissionProcedures.pdf>

To submit your application via Grants.gov, you must complete all steps in the Grants.gov registration process (see [http://www.grants.gov/applicants/get\\_registered.jsp](http://www.grants.gov/applicants/get_registered.jsp)).

- These steps include (1) registering your organization, a multi-part process that includes registration with the Central Contractor Registry (CCR); (2) registering yourself as an Authorized Organization Representative (AOR); and (3) getting authorized as an AOR by your organization. Details on these steps are outlined in the Grants.gov 3-Step Registration Guide (see <http://www.grants.gov/section910/Grants.govRegistrationBrochure.pdf>). You also must provide on your application the

same D-U-N-S Number used with this registration. Please note that the registration process may take five or more business days to complete, and you must have completed all registration steps to allow you to submit successfully an application via Grants.gov. In addition, you will need to update the CCR registration on an annual basis. This may take three or more business days to complete. You will not receive additional point value because you submit your application in electronic format, nor will there be a penalty, if the application is submitted in paper format. If you submit your application electronically, you must submit all documents electronically, including all information you typically provide on the following forms: Application for Federal Assistance (SF 424), the Department of Education Supplemental Information for SF 424, Budget Information--Non-Construction Programs (ED 524), and all necessary assurances and certifications. Please note that two of these forms--the SF 424 and the Department of Education Supplemental information for SF 424--have replaced the ED 424 (Application for Federal Education Assistance).

If you submit your application electronically, you must attach any narrative sections of you application as files in a .DOC (document), .RTF (rich text), or .PDF (Portable

Document) format. If you upload a file type other than the three file types specified in this paragraph, or submit a password-protected file, we will not review that material.

Your electronic application must comply with any page-limit requirements described in this notice.

After you electronically submit your application, you will receive from Grants.gov an automatic notification of receipt that contains a Grants.gov tracking number. (This notification indicates receipt by Grants.gov only, not receipt by the Department.) The Department then will retrieve your application from Grants.gov and send a second notification to you by e-mail. This second notification indicates that the Department has received your application and has assigned your application a PR/Award number (an ED-specified identifying number unique to your application).

- We may request that you provide us an original signature on forms at a later date.

Application Deadline Date Extension in Case of Technical Issues with the Grants.gov System: If you experience problems submitting the application through Grants.gov, please contact the Grants.gov Support Desk, toll free, at 1-800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.

If you are prevented from electronically submitting your application on the application deadline date because of technical problems with the Grants.gov system, we will grant you an extension until 4:30 p.m., Washington, DC time, the following business day to enable you to transmit your application electronically or by hand delivery. You also may mail your application by following the mailing instructions described elsewhere in this notice.

If you submit an application after 4:30 p.m., Washington, DC time, on the application deadline date, please contact the person listed elsewhere in this notice under For Further Information Contact in section VII in this notice and provide an explanation of the technical problem you experienced with Grants.gov, along with the Grants.gov Support Desk Case Number. We will accept your application if we can confirm that a technical problem occurred with the Grants.gov system and that the problem affected your ability to submit your application by 4:30 p.m., Washington, DC time, on the application deadline date. The Department will contact you after a determination is made on whether your application will be accepted.

Note: The extensions to which we refer in this section apply only to the unavailability of, or technical problems

with, the Grants.gov system. We will not grant you an extension if you failed to fully register to submit your application to Grants.gov before the application deadline date and time or if the technical problem you experienced is unrelated to the Grants.gov system.

b. Submission of Paper Applications by Mail.

If you submit your application in paper format by mail (through the U.S. Postal Service or a commercial carrier), you must mail the original and three copies of your application, on or before the application deadline date, to the Department at the applicable following address:

By mail through the U.S. Postal Service:

U.S. Department of Education  
Application Control Center  
Attention: (CFDA Number 84.191A)  
400 Maryland Avenue, SW.  
Washington, DC 20202-4260

or

By mail through a commercial carrier:

U.S. Department of Education  
Application Control Center, Stop 4260  
Attention: (CFDA Number 84.191A)  
7100 Old Landover Road  
Landover, MD 20785-1506

Regardless of which address you use, you must show proof of mailing consisting of one of the following:

- (1) A legibly dated U.S. Postal Service postmark.

(2) A legible mail receipt with the date of mailing stamped by the U.S. Postal Service.

(3) A dated shipping label, invoice, or receipt from a commercial carrier.

(4) Any other proof of mailing acceptable to the Secretary of the U.S. Department of Education.

If you mail your application through the U.S. Postal Service, we do not accept either of the following as proof of mailing:

(1) A private metered postmark.

(2) A mail receipt that is not dated by the U.S. Postal Service.

If your application is postmarked after the application deadline date, we will not consider your application.

Note: The U.S. Postal Service does not uniformly provide a dated postmark. Before relying on this method, you should check with your local post office.

c. Submission of Paper Applications by Hand Delivery.

If you submit your application in paper format by hand delivery, you (or a courier service) must deliver the original and two copies of your application by hand, on or before the application deadline date, to the Department at the following address:

U.S. Department of Education



Application Control Center  
Attention: (CFDA Number 84.191A)  
550 12th Street, SW.  
Room 7041, Potomac Center Plaza  
Washington, DC 20202-4260

The Application Control Center accepts hand deliveries daily between 8 a.m. and 4:30 p.m., Washington, DC time, except Saturdays, Sundays, and Federal holidays.

Note for Mail or Hand Delivery of Paper Applications: If you mail or hand deliver your application to the Department--

(1) You must indicate on the envelope and--if not provided by the Department--in Item 11 of the SF 424, the CFDA number, including suffix letter, if any, of the competition under which you are submitting your application; and

(2) The Application Control Center will mail to you a notification of receipt of your grant application. If you do not receive this notification within 15 business days from the application deadline, you should call the U.S. Department of Education Application Control Center at (202) 245-6288.

## V. Application Review Information

### V. Application Review Information

1. Selection Criteria: The Secretary uses the following program criteria to evaluate an application. The maximum score for each criterion is indicated in parentheses. The maximum score for all of these criteria is 110 points.

(a) Need for project. (10 points) In determining the need for the proposed project, the Secretary considers the following factors:

(1) The extent to which the proposed project will provide services or otherwise address the needs of adult students aged 18 - 24, eligible under the AEFLA, who successfully complete Adult Secondary Education (ASE) academically prepared to transition to post secondary education and meet college entrance requirements. (5)

(2) The extent to which specific gaps or weaknesses in ASE curriculum or program structures have been identified and will be addressed by the proposed project, including the nature and magnitude of those gaps or weaknesses. (5)

(b) Quality of the project design. (55 points) In determining the quality of the design of the proposed project, the Secretary considers the following factors:

(1) The extent to which clearly specified and measurable goals, objectives, and outcomes to be achieved by the proposed project are aligned with the Department's purpose of supporting State and local efforts to increase the rate at which adults, aged 18 to 24, successfully complete Adult Secondary Education (ASE) and transition to postsecondary education. (10)

(2) The extent to which the design of the proposed project reflects up-to-date knowledge from research and effective practice. (10)

(3) The extent to which the applicant describes effective strategies to—

- (i) Be used to improve program completion rates;
- (ii) Increase the percentage of students who obtain GED or high school equivalency credentials;
- (iii) Increase the percentage of students who demonstrate college readiness; and
- (iv) Increase the percentage of students who successfully transition to postsecondary education. (10)

(4) The extent to which the proposed project clearly describes how the applicant will affect a positive impact on the statewide rate of transition from ASE to postsecondary education and/or enhance and expand services

to ASE students in order to positively impact statewide programming in adult education. (10)

(5) The extent to which the project proposes to engage an eligible agency that has a cohesive State plan that is designed to build statewide capacity and yield results that will extend beyond the period of Federal financial assistance. (10)

(6) The extent to which the design will result in the statewide dissemination of replicable project activities and strategies. (5)

(c) Quality of project personnel. (5 Points) In determining the quality of project personnel, the Secretary considers the following factors:

(1) The extent to which the applicant encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability. (3)

(2) The extent to which the qualifications, including relevant training and experience, of the project director, key personnel, and subcontractors match the requirements of the project. (2)

(d) Quality of the management plan. (20 points)

In determining the quality of the management plan for the proposed project, the Secretary considers the following factors:

(1) The extent to which the management plan is designed to achieve the objectives of the proposed project on time and within budget, including clearly defined responsibilities, timelines, and milestones for accomplishing project tasks. (10)

(2) The extent to which the time commitments of the project director and other key project personnel are appropriate and adequate to meet the objectives of the proposed project. (5)

(3) The adequacy of procedures for ensuring feedback and continuous improvement in the operation of the proposed project are suitable to result in a positive impact on the statewide rate of transition from ASE to postsecondary education and/or enhances and expands services to ASE students in order to positively impact statewide programming in adult education. (5)

(e) Quality of the project evaluation. (20 points)

In determining the quality of the evaluation, the Secretary considers the following factors:

(1) The extent to which the methods of evaluation are thorough, feasible, and appropriate to the goals, objectives, and outcomes of the proposed project. (5)

(2) The extent to which the methods of evaluation include the use of objective performance measures that are clearly related to the intended outcomes of the project and the GPRA performance measures discussed elsewhere in this notice will produce valid and reliable quantitative and qualitative data. (5)

(3) The extent to which the methods of evaluation provide a coordinated strategy for examining the effectiveness of project implementation strategies across multiple programs within a State. (5)

(4) The extent to which the methods of evaluation will provide performance feedback and permit periodic assessment of progress toward achieving a positive impact on the statewide rate of transition from ASE to postsecondary education and/or enhances and expands services to ASE students in order to positively impact statewide programming in adult education. (5)

## VI. Award Administration Information.

1. Award Notices: If your application is successful, the

Department will notify your U.S. Representative and U.S. Senators and send you a Grant Award Notice (GAN). We may notify you informally, also.

If an application is not evaluated or not selected for funding, we notify you.

2. Administrative and National Policy Requirements:

We identify administrative and national policy requirements in the application package and reference these and other requirements in the Applicable Regulations section of this notice.

We reference the regulations outlining the terms and conditions of an award in the Applicable Regulations section of this notice and include these and other specific conditions in the GAN. The GAN also incorporates the approved application as part of the binding commitments under the grant.

3. Reporting. (a) At the end of your project period, you must submit a final performance report, including financial information, as directed by the Secretary. If you receive a multi-year award, you must submit an annual performance report that provides the most current performance and financial expenditure information as directed by the Secretary under 34 CFR 118. The Secretary may also require more frequent performance reports under 34

CFR 75.720(c). For specific requirements on reporting, please go to

<http://www.ed.gov/fund/grant/apply/appforms/appforms.html>

(b) In addition, grantees under this competition must submit--

(1) An interim report six month after the grant is awarded; and

(2) An evaluation report, which--

(i) Reports on the effectiveness of the project;

(ii) Reports on the effectiveness of practices demonstrated during the project;

(iii) Contains recommendations on how to further evaluate the effectiveness of practices demonstrated during the project;

(iv) Reports on the percentage of adults who complete the Ready for College: Adult Education Transitions Program and demonstrate measurable college readiness; and

(v) Reports on the extent to which the demonstration sites align adult secondary education (ASE) content standards or curriculum or both with postsecondary entrance requirements.

4. Performance Measures: Under the Government Performance Results Act, Federal departments and agencies must clearly describe the goals and objectives of programs, identify resources and actions needed to accomplish goals



and objectives, develop a means of measuring progress made, and regularly report on achievement. One important source of program information on successes and lessons learned is the project evaluation conducted under individual grants. In evaluating the overall effectiveness of projects funded under this competition, grantees must also be prepared to measure and report on the following measures of effectiveness:

a. The percentage of adults with a high school completion goal who earn a high school diploma or recognized equivalent.

b. The percentage of adults with a goal to enter postsecondary education who enroll in a postsecondary education program.

#### VII. Agency Contacts

For Further Information Contact: Diane DeMaio or Ursula Lord, U.S. Department of Education, 400 Maryland Avenue, SW., room 11002 Potomac Center Plaza, Washington, DC 20202-6121. Telephone: (202) 245-7841 or (202) 245-7734, respectively, or by e-mail: [diane.demaio@ed.gov](mailto:diane.demaio@ed.gov) or [ursula.lord@ed.gov](mailto:ursula.lord@ed.gov). If you use a TDD, call the FRS, toll free, at 1-800-877-8339.

#### VIII. Other Information

Alternative Format: Individuals with disabilities can obtain this document and a copy of the application package in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) on request to the program contact person listed under For Further Information in section VII in this notice.

Electronic Access to This Document: You can view this document, as well as all other documents of this Department published in the Federal Register, in text or Adobe Portable Document Format (PDF) on the Internet at the following site: <http://www.ed.gov/news/fedregister>.

To use PDF you must have Adobe Acrobat Reader, which is available free at this site. If you have questions about using PDF, call the U.S. Government Printing Office (GPO), toll free, at 1-888-293-6498; or in the Washington, DC, area at (202) 512-1530.

Note: The official version of this document is the document published in the Federal Register. Free Internet access to the official edition of the Federal Register and the Code of Federal Regulations is available on GPO Access at:

<http://www.gpoaccess.gov/cfr/index.html>

Dated:

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Troy R. Justesen,  
Assistant Secretary for  
Vocational and Adult Education.